



**OSWIN KAMPALA
COLLEGE OF NAMIBIA**
Excelling Overflowing Success

**Application N\$ 250.00
Non-Refundable**

Intakes Applied For:

January (Year).....

April (Year).....

August (Year).....

APPLICATION FORM

ONLY FILL THE FORM IN CAPITAL LETTERS

MATURE AGE ENTRY? (please if you apply through mature age entry kindly indicate here with) **a (YES)**.....

Attach testimonial from work that you worked in a related field of study you wish to apply for.

General Details of Applicant

First Name (s)..... Surname.....

Maiden Name (if applicable):..... Date of Birth.....

Title: Mr. Miss. Mrs. **ID No.**.....**Passport No:**.....

Gender: Male Female **Marital Status:** Single Married

Other..... Nationality..... Region.....

Postal Address (PO Box).....

Cell..... Email Address.....

Disability: Yes No (if yes, please specify).....

Payment of School: Who will be responsible for your school fee?

Myself Mother Father Brother Sister Aunt Uncle

Other (please state).....

Relative Details: Full Name.....

Cell..... Postal Address (PO Box).....

Town..... Email Address.....

Relationship..... Occupation..... Cell.....

How did you hear about our college?.....

Highest Qualification Obtained (Grade 10/12).....

Points Obtained..... (Points obtained from your highest qualification)

Major 5/6 passed subjects.....
.....
.....

Health: Special illness (e.g. asthma/epilepsy/heart disease/sickle, etc.)

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Next of Kin: Full Name.....

Town..... Cell.....

Course Interested in:

Education: Upper Primary (NB: Major in Mathematics)

Enrolled Nurse/Midwife (2-Years Diploma) Registered Nurse (4-Years Degree)

Qualification Applied for: (This includes only education course)

2-Years Diploma 4-Years Degree

Scope of Studies: Full-Time Distance

Second (2nd) Option Course Interested in; in case the course applied for is full:

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Do you want the college to arrange accommodation for you? Yes No

Remember: Student (s) will pay accommodation (hostel) at own cost.

Hostel fees N\$ 1000 each student per month. Water and electricity included.

TERMS AND CONDITIONS

1. The applicant acknowledges that by signing this form and upon acceptance by OSWIN KAMPALA COLLEGE, this application becomes a legal and binding agreement between the applicant and OSWIN KAMPALA COLLEGE which is irrevocable and not subject to cancellation, other than as provided.
2. The student accepts these terms and conditions as well as the rules and regulations of both OSWIN KAMPALA COLLEGE at which the student has enrolled and agree that those rules and regulations are incorporated into this agreement.
3. OSWIN KAMPALA COLLEGE will provide the student with the necessary study material, assignments, exam facilities and books, where applicable.
NB: Attach educational, ID and other relevant documents (certified copies)
4. OSWIN KAMPALA COLLEGE will arrange time to network with other relevant professionals in the field to learn what others are doing in the field of study as to provide the student with practical assignments on successful completion of the specific course enrolled for.

5. It is the responsibility of the student to acquaint himself/herself with the requirements and rules for each course enrolled for, as well as to the minimum requirements in order to pass the specific course.
6. The student guarantees that:
 - a) The information provided in the Application Form is both true and correct.
 - b) All additional documentation provided is true and correct copies of the original.
 - c) He/she acquainted himself/herself with the curriculum, the requirements and qualifications of the course enrolled for.
7. The course for which the student is enrolled requires practical work or internship (job attachment) the student will comply with such requirements.
8. The student must supply OSWIN KAMPALA COLLEGE with original documents or certified copies of all documents required in terms of this registration.
9. OSWIN KAMPALA COLLEGE may suspend a student's registration or OSWIN KAMPALA COLLEGE will withhold his/her academic qualification (without prejudice to their rights to demand full payment of all study fees) if the student does not provide proof of such documentation.
10. The student acknowledges that if he/she fails to successfully complete the course in the prescribed period OSWIN KAMPALA COLLEGE will be under no obligation to offer the student further tuition in terms of this agreement unless the student re-enrolls at the prescribed fees and subject to the acceptance by the relevant tertiary institution and any revised curriculum.
11. The student acknowledges that that he/she takes responsibility for paying the full course fee on enrolment or registration and undertakes to pay the course fee according to the method of payment preferred on own choice.
12. OSWIN KAMPALA COLLEGE reserves the rights to cancel a student's registration, refuse the student to write examination or withhold results if payment is not effected as per this agreement. Qualifications will not be issued if the account is not fully paid.
13. The student hereby consents to the jurisdiction of the magistrate's court and acknowledges that he/she is liable for all costs including costs on an attorney client scale should the course fees not be paid according to the method of payment preferred by choice within 30 (thirty) days of registration. All amounts payable are exclusive of costs including bank costs and no set-off may be applied.
14. The student hereby directs that the relevant course material and books be sent to him/her by mail and for purposes hereof the student appoints the Post Office as his/her agent for delivery of the course material to him/her. The student herewith indemnifies OSWIN KAMPALA COLLEGE against all liability should the Post Office fail to deliver all or part of the consignment.
15. All amendments or adjustments the student wishes to make to this document, which it will be deemed to be finalised and the student will irrevocably be liable for payment of all fees and costs as set out herein.
16. Should a student fail to submit proof of any prior successfully completed studies which may entitle the student to a credit thereof in relation to the present course within 30 (thirty) days from the date of signing of this agreement, the student shall remain liable for payment of the relevant fees and costs.
17. The student agrees that a Certificate or Diploma signed by a representative of OSWIN KAMPALA COLLEGE will be prima facie proof of indebtedness to OSWIN KAMPALA COLLEGE and that the Certificate or Diploma may be used for purposes of judgement.
18. The parties agree that OSWIN KAMPALA COLLEGE may cede or assign the rights contained herein at any time to any institution without the prior consent of the student.
19. The student agrees that the address provided herein, is his/her domicilium citandiet executandi and undertakes to notify OSWIN KAMPALA COLLEGE of any change in address in writing by pre-paid registered post or fax.

20. OSWIN KAMPALA COLLEGE does not take responsibility for assignments dispatched by post or otherwise. It is the responsibility of the student to ensure that assignments reach OSWIN KAMPALA COLLEGE timeously.
21. It is the responsibility of the student to avail himself/herself of all exam times and venues and/or course enrolled for.
22. Subject Credits may be applied for within the guidelines set by and subject to payment of the prescribed fees.
23. No variation or amendment to or waiver of any rights or cancellation hereof will be valid unless in writing and issued and signed by an authorised representative of OSWIN KAMPALA COLLEGE (except in the event of an increased course fee referred to above).

STATEMENT AND UNDERTAKING OATH

I (*First name*).....(*Surname*)..... Declare that all particulars details given by me on this form are true and correct. I undertake to abide by the rules, regulations and decisions of the OSWIN KAMPALA COLLEGE as well as any amendments thereto. I am and remain personally responsible for payment of my study should my registration be approved, and have read the terms and conditions and understand them; thus why I signed hereon.

Applicant First Name (s).....Surname.....

Applicant Signature.....Date.....Time.....

Witness First Name.....Surname.....

Witness Signature.....Date.....Time.....

FOR OFFICE USE ONLY

Applicant Outcome: Approved Disapproved On waiting list

Student Number:.....Verified by.....

Position held.....Signature.....

Date.....Time.....Town.....